

# PROJECT DOCUMENTATION CHECKLIST

Project Identification/Location: Lucas County Courthouse Flat Roof Replacement

Bid Opening: May 4, 2009 at 2:00 p.m.

Cost Estimate: \$315,000

## PART 1. BID PACKAGE

RECEIVED

2009 MAY -4- 2:00

LUCAS COUNTY  
COMMISSIONERS

Insert Contractor Name, Phone Number & Fax number into spaces at right

	Name: <u>UNITED ROOFING &amp; SHEET METAL, INC.</u>			Name: <u>NEWTON CRANE ROOFING</u>			Name: <u>Quality Roofing</u>		
	Base Bid: <u>337,800.00</u>			Base Bid: <u>294,500.00</u>			Base Bid: <u>332,500.00</u>		
	Alt. 1: <u>(19,250.00)</u>			Alt. 1: <u>(15,700.00)</u>			Alt. 1: <u>(14,000)</u>		
	Alt. 2: _____			Alt. 2: _____			Alt. 2: _____		
	YES	NO	N/A	YES	NO	N/A	YES	NO	N/A
Insert checkmark (✓) in appropriate column									
Addendum	✓			✓			✓		
Signed Bond for the full amount of the Bid OR Certified Check payable to Lucas County for 10% of the full amount of the Bid	✓			✓			✓		
Power of Attorney of the agent signing for the Surety	✓			✓			✓		
Completed "Best Bid Criteria" Form	✓			✓			✓		
Completed "CSEA Compliance Affidavit for Businesses"	✓			✓			✓		
Bid for Lump Sum Contracts Form	✓			✓			✓		
Non-Collusion Affidavit	✓			✓			✓		
No Findings for Recovery Affidavit	✓						✓		
Nondiscrimination Agreement	✓			✓			✓		
Entire Bid Book								✓	

Part 1 documentation reviewed by:

\_\_\_\_\_  
Name Signature

\_\_\_\_\_  
Title Department Date

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<p><i>Insert Contractor Name, Phone Number &amp; Fax number into spaces at right</i></p>	Name: <u>Fred, Christina + Sons</u> Base Bid: <u>325,000.00</u> Alt. 1: <u>(9,600.00)</u> Alt. 2: _____	Name: _____ Base Bid: _____ Alt. 1: _____ Alt. 2: _____	Name: _____ Base Bid: _____ Alt. 1: _____ Alt. 2: _____						
<b>Insert checkmark ( ✓ ) in appropriate column</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Addendum <del>*</del> \	✓								
Signed Bond for the full amount of the Bid <b>OR</b> Certified Check payable to Lucas County for 10% of the full amount of the Bid	✓								
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Entire Bid Book	✓								

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